

## **Sullivan County NH**

**Type of meeting:** Board of Commissioners Meeting Minutes  
Special Personnel Meeting – Public Portion 12:30 PM  
Regular Business Meeting 1:30 PM  
**Date:** Tuesday – September 5, 2006  
**Place:** Newport – County Complex, Commissioners  
Conference Room, 1<sup>st</sup> Floor

**Attendees** – *Commissioners* Donald S. Clarke – *Chair*, Ben Nelson – *Vice Chair* and Ethel Jarvis – *Clerk*; Ed Gil de Rubio – *County Manager*; Peter Farrand – *Human Resource Director*; Greg Chanis – *Facilities & Operations Director*; and Sharon Johnson-Callum (minute taker).

**12:33 PM** Commissioner Clarke brought the meeting to order.

It was noted the employee the meeting pertained to was not present. Mr. Farrand confirmed the employee was notified in writing of the exact place and time. He recommended termination of employment.

**12:34 PM** A motion was made, by Commissioner Nelson, to go in Executive Session to discuss a personnel issue [Per RSA 91-A:3.II.c - Personnel Issue]. Commissioner Jarvis seconded the motion. It was noted the County Manager, Human Resource Director and Facilities & Operation Director would be included in the Executive Session. A roll call vote was taken. All were in favor.

**1:02** A motion was made, by Commissioner Nelson to come out of Executive Session. Commissioner Jarvis seconded the motion. There was no discussion. A voice vote was taken. The motion carried, unanimously.

**1:03** A motion was made, by Commissioner Nelson, to accept the Human Resource Director and Managers recommendation to terminate the employee discussed in the personnel issue executive session. Commissioner Jarvis seconded the motion. A voice vote was taken. The motion carried, unanimously.

**1:03** Mr. Farrand and Mr. Chanis left the room.

**1:04** A motion was made, by Commissioner Nelson, to go in to Executive Session for another personnel issue [Per RSA 91-A:3.II.c - Personnel Issue, this is the issue under County Manager report in the regular business meeting agenda]. Commissioner Jarvis seconded the motion. A roll call vote was taken. The motion carried, unanimously.

**1:34 A motion was made, by Commissioner Nelson, to recess the executive session, until later in the meeting [as they were not finished with their discussions]. Commissioner Jarvis seconded the motion. There was no further discussion. A voice vote was taken. The motion carried, unanimously.**

**1:35 Commissioner Clarke brought the regular business meeting to order. All recited the *Pledge of Allegiance*.**

*1:34 Mr. Chanis, Mr. Bard Flanders and Ms. Lisa Connell entered the room.*

#### **AGENDA ITEM NO. 1. MEETING MINUTES**

##### **AGENDA ITEM NO. 1.A. AUGUST 22, 2006 PUBLIC MEETING MINUTES**

**1:39 A motion was made by Commissioner Jarvis to approve the August 22, 2006 public meeting minutes, with correction to name spelling – from “Biner” to “Miner”. Commissioner Nelson seconded the motion. There was no further discussion. A voice vote was taken. The motion carried, unanimously.**

##### **AGENDA ITEM NO. 1.B. AUGUST 22, 2006 EXECUTIVE SESSION MEETING MINUTES**

**1:40 A motion was made, by Commissioner Nelson, to approve the August 22, 2006 executive session meeting minutes. Mr. Gil de Rubio recommended we permanently seal the minutes and place in the employee’s personnel file. Commissioner Jarvis seconded the motion. There was no further discussion. A voice vote was taken. The motion carried, unanimously.**

#### **AGENDA ITEM NO. 2 CONSERVATION EASEMENT DEED**

It was noted this issued was tabled from the last meeting and that early this morning Mr. Hotz e-mail a small change to the “Right of First Refusal” section, which Mr. Flanders spoke of. General discussion commenced on this section.

**2:08 A motion was made, by Commissioner Jarvis, to leave #4 [Right of First Refusal] in the easement. Further discussions commenced on the issue. There was no second to the motion. Accordingly, the motion failed.**

**2:18 A motion was made, by Commissioner Nelson, to accept, ratify and sign the conservation easement as is with just removing section 4 “Right of First Refusal, Taxes, and Maintenance”. Commissioner Jarvis seconded the motion. Mr. Gil de Rubio indicated he’d attain a letter from the County Attorney that indicates the Board does not have to go before the Delegation. The Board will update the Delegation on the issue. A voice vote was taken. The motion carried, unanimously.**

Mr. Flanders thanked the Board and County Manager for their work and noted pledge cards were being worked on.

*2:19 Mr. Flanders and Ms. Connell left the meeting.*

### **AGENDA ITEM NO. 3 COUNTY MANAGER'S REPORT**

#### **AGENDA ITEM NO. 3.A. PANDEMIC FLU PREPAREDNESS PLANNING UPDATE**

Mr. Gil de Rubio noted the name of the pandemic preparedness planning committee was now called "Greater Sullivan County All Hazards Region". They will do an RFQ and draft plan; and once grant funds are received they have 180 days to complete the plan and do the tabletop exercise.

*2:23 Ms. Connell returned.*

#### **FACILITIES: SIGNAGE – NOT ON AGENDA**

Mr. Chanis disbursed to the Commissioners, County Manager and Rep. Converse sample "Welcome" and directional sign designs for the Unity County Complex. He's open for suggestions and discussion, as he is in the preliminary steps. Commission Nelson gave him a name of a local sign designer.

### **AGENDA ITEM NO. 4 COMMISSIONER REPORT**

Commissioner Clarke briefly discussed the letter submitted to the NHAC President regarding their ideas that the relationship criteria should have: equity and simplicity. Commissioner Clarke noted there was a special meeting of the Board planned for this Thursday @ 4 p.m. to discuss the MS42 issues arisen from last delegation meeting, which the accountant and auditors would be attending.

### **AGENDA ITEM NO. 5 PUBLIC PARTICIPATION**

Representative Converse asked when the [Sullivan County] Building's Committee would reconvene? He'd like to see them tour other County assisted living complexes. It was noted one of the counties, though it markets it as assisted care living complex, it was a vacant wing of the nursing home that was remodeled into rooms to use as assisted care – therefore, not separate from the nursing home building. The Board and County Manager concurred they would be speaking with Mr. Pulling regarding this. Mr. Gil de Rubio indicated he met with Mr. Pulling to create a template for the 501.c.3. He noted they'd hear from Mr. Pulling on the status and map out another meeting with the Buildings Committee.

**2:33 A motion was made, by Commissioner Nelson to reconvene the Executive Session from recess. Commissioner Jarvis seconded the motion. There was no discussion. A roll call vote was taken. The motion carried, unanimously.**

- 3:22 A motion was made, by Commissioner Nelson, to come out of Executive Session. Commissioner Jarvis seconded the motion. There was no further discussion. A voice vote was taken. The motion carried, unanimously.
- 3:23 A motion was made, by Commissioner Nelson, to accept his recommendation of Genesis replacing the administrator. Commissioner Clarke seconded the motion. There was no discussion. A voice vote was taken. The motion carried with the majority. Commissioner Nelson and Clarke voted in favor of the motion. Commissioner Jarvis noted she would abstain from the vote.
- 3:24 A motion was made, by Commissioner Nelson, to authorize the County Manager to negotiate with Genesis on the replacement of the Nursing Home administrator. Commissioner Clarke seconded the motion. There was no discussion. A voice vote was taken. The motion carried, with the majority. Commissioner Nelson and Clarke were in favor. Commissioner Jarvis apposed the vote.
- 3:36 A motion was made, by Commissioner Nelson, to adjourn the meeting. Commissioner Clarke seconded the motion. There was no further discussion. A voice vote was taken. The motion carried, unanimously.

*Respectfully submitted,*

A handwritten signature in cursive script that reads "Ethel Jarvis".

*Ethel Jarvis, Clerk  
Board of Commissioners*

*EJ/s.j-c.*